



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

March 2, 2009

To: Supervisor Don Knabe, Chairman
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

STATUS REPORT – CRIMINAL BACKGROUND CHECKS FOR REGISTRY AND TEMPORARY STAFFING AGENCIES

On February 10, 2009, on motion by Supervisor Antonovich, your Board instructed the Chief Executive Officer to: 1) establish a standard countywide protocol to be used by all registry and temporary staffing agency contractors in performing criminal background checks as stipulated in the County's contracts with these agencies, including a complete review of the criminal background checks currently being performed by our contract agencies, and whether they meet the County's standards; 2) evaluate the practices by all State agencies responsible for the licensing of health care professionals regarding the conducting of criminal background checks as a component of the licensing process, including the criteria, standards and evaluation processes used by each agency in conducting criminal background checks and determining the fitness of applicants for licensure who are found to have a criminal background; 3) report back in two weeks on the findings and recommendations, including legislative remedies that would be required to ensure that all licensed health care professionals receive a standardized criminal background check as a condition of licensing; 4) work with the Office of Public Safety (OPS) to develop and implement a protocol for security at Department of Health Services (DHS) and Department of Public Health (DPH) facilities to ensure that all personnel are wearing an appropriate identification badge, in accordance with County policy; 5) review the County's current registries, what their duties and responsibilities are, and what the responsibilities of the police and security personnel are; and 6) require certification from County Police and contract security personnel indicating that they understand all policies and procedures learned within the training, and agree to implement the policies and procedures.

"To Enrich Lives Through Effective And Caring Service"

**Please Conserve Paper – This Document and Copies are Two-Sided
Intra-County Correspondence Sent Electronically Only**

Each Supervisor
March 2, 2009
Page 2

The security and training items have been addressed; however, additional time will be required to address standard countywide protocol for registry and temporary staffing agencies and State licensing and legislative remedies which will be provided to your Board by April 13, 2009.

Security and Training – OPS took proactive steps to quickly address the issue of developing and implementing a protocol for security at DHS and DPH facilities to ensure that employees at our clinics and health centers wear their employee badges and that any individual who is in a restricted area without a County badge is removed. As part of the security measures, OPS put in place disciplinary guidelines for their personnel who fail to comply with such policy. Additionally, certification of training will acknowledge that they have been made aware of the noted policy. The certification will apply to both County Police and contract security staff.

Countywide Protocol – we are reviewing the criminal background checks currently performed by our contract agencies to determine if they meet the County's standards. Additionally, we are formulating a standard countywide protocol to be used by all contracted registry and temporary staffing agencies.

State Licensing and Legislative Remedies - we are identifying the State agencies that are responsible for the licensing of health care professionals and will assess the current policies and opportunities to incorporate, as part of the licensing process, a criminal background check.

As previously indicated, we will return to your Board by April 13, 2009, with an additional report that addresses the countywide protocol, state licensing and legislative remedies. Should you have any questions, please contact me or your staff may contact Mason Matthews of my staff at (213) 974-2395 or mmatthews@ceo.lacounty.gov.

WTF:SRH:SAS
MLM:MM:yb

c: Executive Officer, Board of Supervisors
County Counsel
Director and Health Officer, Department of Public Health
Interim Director, Department of Health Services
Interim Chief, Office of Public Safety

030209_HMHS_MBS_Background Checks